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ture of things, find the recruits. We can do a reasonable amount of advertising, but it must be limited. You are the people who must find recruits for library service. It is not that we want this school or that school pushed. We want the whole question of library training brought home to you. You must find the people who, by education, temperament and personality, are suited to library service, and urge upon those people to secure the training that will make them available to the profession; and we, on our part, pledge ourselves to give them such training as will make them of greater service.

The PRESIDENT: Miss Tyler's remarks and recommendations will be referred directly to the committee having these activities in charge.

Thereupon, on motion, the special meeting of the Association was adjourned.

EXECUTIVE BOARD

Meetings of the Executive Board were held in Chicago, in conjunction with the 1919-20 midwinter meetings, as follows: December 31, 10 a. m.; 4 p. m.; 8:30 p. m.; January 1, 8 p. m.; January 3, 2:30 p. m.

FIRST SESSION

Present: President Hadley (presiding), Misses Doren, Eastman and Tobitt; Messrs. Dana, Hill, Locke and Strohm; also Mr. Milam, director of enlarged program, and Secretary Utley.

Minutes of Previous Meeting

Voted, That the minutes of September 9, 10 and 11, 1919, be approved.

Minute on Death of Andrew Carnegie

The final draft, prepared by a special committee was presented (preliminary draft having been presented and approved at a previous meeting) and it was

Voted, That the minute on death of Andrew Carnegie be adopted.

(Appended to these minutes as Appendix A.)

It was taken as the sense of the Board that the minute should be reported to the Association at its next annual Conference.

Report of the Treasurer

The report of the treasurer for the year 1919 was presented and read by the secretary.

Voted, That the report of the treasurer be accepted and adopted as audited.

The report was as follows:

REPORT OF THE TREASURER

January 1-December 29, 1919

Receipts

Balance, Union Trust Co., Chicago, Jan. 1, 1919	$ 4,278.40
Membership dues (annual)	11,030.80
Memberships (life)	550.00
Membership (life fellow)	100.00
Trustees Carnegie fund, income	4,500.00
Trustees Endowment fund, income	418.97
A. L. A. Publishing Board	3,000.00
Refund from Committee on Importations (M. L. Raney, Sec'y)	1,000.00
Library war service, refund on salary of secretary	1,512.50
Refund on Voucher No. 2089	75.00
Interest on bank balance, Jan. 1-Nov. 30, 1919, inclusive	74.39
	$26,540.06

Expenditures

Checks Nos. 128-145 (Vouchers Nos. 1888-2116, inclusive)		$16,535.48	
Distributed as follows:			
Bulletin	$2,345.41		
Conference	1,019.09		
Committees	1,516.90		
Headquarters:			
Salaries	5,350.00		
Additional services	846.07		
Supplies	620.39		
Postage and telephone	697.52		
Miscellaneous	340.15		
Travel	649.95		
Life memberships transferred to Endowment fund	650.00		
Subscription to W. H. Brett Memorial	100.00		
Membership campaign	1,400.00		
Loan to Committee on Importations (M. L. Raney, Sec'y)	1,000.00		
A. L. A. Publishing Board, Carnegie fund income		4,500.00	21,035.48
Balance, Union Trust Co., Chicago			$ 5,504.58
Balance, National Bank of the Republic			250.00
Due from A. L. A. Publishing Board, balance headquarters expense, 1919			600.00
Total balance (in cash and in prospect)			$ 6,354.58

James L. Whitney Fund

Principal and interest, Dec. 31, 1918	$413.92
Interest, Jan. 1, 1919	6.12
Twelfth installment, Jan. 30, 1919	28.72
Interest, July 1, 1919	6.65
Thirteenth installment, July 18, 1919	28.51
Total	$483.92

A. L. A. War Service Fund

Receipts, Feb. 10-Dec. 20, 1919:		
Contributions		$ 5,881.96
Sale of unsuitable books, magazines, waste		8,266.57
Sale of buildings and equipment		11,537.99
Miscellaneous sources		5,262.64
Interest on bank balance, Chicago Trust Co., Feb. 10-Nov. 30, 1919		60.83
Total receipts		$31,009.99
Expenditures:		
By charge, handling checks, Chicago Trust Co., Feb. 10-Nov. 30, 1919	$ 21.70	
Draft forwarded to A. L. A. Library War Service, Washington, D. C.	15,000.00	
Draft, refund of amount erroneously consigned	285.00	15,306.70
Total on deposit Chicago Trust Co., and receipts on hand, Dec. 20, 1919		$15,703.29

Respectfully submitted,
C. B. Roden,
Treasurer.

Chicago, Dec. 29, 1919.

Audits of War Service Funds

Miss Eastman, as chairman of the Finance Committee, reported certain recent audits of war service funds, made since the Asbury Park Conference, and it was

Voted, To approve and adopt the last three audits of the war service funds, as presented by the Finance Committee; for the quarter ended June 30, for the quarter ended September 30, and for the two months ended November 30, 1919.

Annual A. L. A. Conference 1920

Secretary Utley announced that, in accordance with the vote of the Executive Board at Richfield Springs, arrangements had been made to hold the next annual conference of the A. L. A. at Colorado Springs, May 31 to Saturday, June 5, 1920.

Second Special Meeting of the A. L. A.

Secretary Utley announced that a special meeting of the A. L. A. would be held at Atlantic City, April 29 and 30 and May 1, in accordance with the vote of the Board at Richfield Springs.

Nominating Committee

The Nominating Committee, appointed in accordance with Section 2 of the By-laws to the Constitution, was named as follows:

Samuel H. Ranck, chairman, librarian, Public Library, Grand Rapids, Mich.

Mary Frances Isom, Librarian, Library Association, Portland, Ore.

Theodore W. Koch, librarian Northwestern University, Evanston, Ill.

Charlotte Templeton, secretary Georgia Library Commission, Atlanta, Ga.

Frank K. Walter, librarian General Motors Corporation, Detroit, Mich.

Resignation of Mr. Milam from Publishing Board

Mr. Milam presented his resignation as a member of the Publishing Board as, owing to his resignation from the Executive Board, he could no longer serve as representative of the Executive Board on the Publishing Board.

Voted, To accept the resignation of Carl H. Milam as a member of the Publishing Board, with great regret.

Appointment of Miss Tobitt to Publishing Board

Voted, That Edith Tobitt be appointed a member of the Publishing Board to fill the vacancy caused by the resignation of Carl H. Milam.

Revision of Constitution

The secretary, in behalf of the Committee on Revision of the Constitution, having reported that that committee had prepared as a report a proposed revision of the Constitution which had been printed in the November *Bulletin*, it was

Voted, That the report be received as a report of progress and submitted to the Association for discussion and such action as the Association desires to take.

Voted, That the By-laws as recommended by the Committee on Revision of Constitution be received and reported to the Association for consideration in connection with the Constitution.

Committee on Enlarged Program

Dr. Hill extended to the members of the Executive Board, in behalf of the Committee on Enlarged Program, a cordial invitation to be present at the meeting of the committee at 2:30 p. m. of that day.

SECOND SESSION

Present: Same as previous session, and in addition, Miss Caroline Webster and Mr. W. L. Brown, members of the Committee on Enlarged Program, and Miss Julia A. Robinson, representing the League of Library Commissions, the last three present by special invitation.

Report of the Committee on Enlarged Program

Dr. Hill presented a supplementary report of the Committee on Enlarged Program, covering the work which had been done since the meeting at Richfield Springs, and also a four-page "Summary" of the report of the committee, and it was

Voted, To adopt the complete summary of the report of the Committee on Enlarged Program, subject to any possible changes at the meeting of the Executive Board on the evening of December 31.

President Hadley invited the members

of the Committee on Enlarged Program to attend the meeting of the Executive Board that evening.

THIRD SESSION

Present: Same as previous session, except Miss Robinson and Secretary Utley.

Dr. Hill presented the supplementary report of the Committee on Enlarged Program (a copy of which is assumed to be appended to and made a part of these minutes) and the recommendations under the various heads in that report were approved and adopted, either as printed or with minor changes or additions.

It was voted to eliminate the recommendation under "National library for Canada," previously adopted at the suggestion of certain Canadian librarians, because, according to Mr. Locke, this project had not been approved by the Canadian library associations.

Budget of $2,000,000

Voted, That the Executive Board approves of the budget of $2,000,000 as presented by the Committee on Enlarged Program, subject to such revisions as the decisions on the Enlarged Program by the A. L. A., and other circumstances, may necessitate.

FOURTH SESSION

Present: Members of Board as at previous session; also Mr. Milam and Secretary Utley.

National Library Service

Voted, That the president appoint a Committee on National Library Service to consider matters in connection with this subject.

The president appointed the following:

Charles F. D. Belden, Boston Public Library (chairman).

Wm. W. Bishop, University of Michigan Library.

Edith Guerrier, Boston Public Library.

Fannie C. Rawson, Kentucky Library Commission.

Alice S. Tyler, Western Reserve University Library School.

Relations with Publishing Board

Dr. Bostwick, chairman of the Publishing Board, was present by invitation during part of the meeting, to participate in an informal consideration of the above subject.

Resignation of Treasurer

The secretary laid before the Board a letter from Mr. Carl B. Roden, submitting his resignation as treasurer of the A. L. A. It was

Voted, To accept the resignation of Carl B. Roden as treasurer of the American Library Association with regret, and with appreciation of his work, the date of resignation to be left in the hands of the president and secretary.

Voted, That a suitable resolution on Mr. Roden's resignation be prepared and that this resolution be read to the Association and spread on the minutes of this meeting.

Voted, That the president and secretary be empowered to select a treasurer to serve in Mr. Roden's place.

Letter from Rochester Librarians regarding Enlarged Program

Secretary Utley presented a communication from the members of the staff of the Rochester Public Library, and other Rochester librarians, in regard to the enlarged program.

Session adjourned at 11 p. m.

FIFTH SESSION

Present: President Hadley (presiding), Misses Doren, Eastman and Tobitt; Messrs. Dana and Hill, and Mr. Locke (for a few minutes only at beginning of meeting); also Mr. Milam and Secretary Utley.

Report of Finance Committee and Budget

Miss Eastman, chairman of the Finance Committee, presented the following report, which was approved and adopted, including the accompanying budget for 1920:

REPORT OF THE FINANCE COMMITTEE

The income of the Association during 1919 was as follows:

Membership dues (annual)	$11,030.80
Membership dues (life)	550.00
Membership dues (life fellow)	100.00
Income Endowment fund	418.97
Income Carnegie fund	4,500.00
Interest, January-December, 1919	77.84
Sale of publications	13,882.33
Sale of books (review copies)	1,080.00
	$31,639.94

BUDGET, 1920

Estimated Income

Membership dues	$11,000.00
Income Endowment fund	400.00
Income Carnegie fund	4,500.00
Appropriation from Committee on Enlarged Program toward headquarters expense	1,200.00
Appropriation from library war service toward headquarters expense in consideration of war service work performed at headquarters	3,300.00
Interest	80.00
Sale of Publications	12,000.00
Sale of Books (review copies)	900.00
	$33,380.00

Estimated Expenditures

Bulletin		$ 1,800.00
Conference		1,200.00
Committees:		
Public Documents	$ 25.00	
Committee on Education	75.00	
Library Administration	50.00	
Library Training	50.00	
Bookbinding	50.00	
Federal and State Relations	25.00	
Travel	300.00	
Decimal Classification	50.00	
Publicity	100.00	
Miscellaneous	75.00	800.00
Salaries:[1]		
Secretary	$4,200.00	
Assistant secretary	2,100.00	
General assistant	1,550.00	
Additional services, including a professional assistant, stenographer, messenger, etc	2,900.00	10,750.00
Supplies		600.00
Postage, telephone, etc		600.00
Miscellaneous		500.00
Contingencies		1,730.00
Travel (Executive Board)		400.00
Travel (others)		400.00
Publishing Board:		
Carnegie fund interest		4,500.00
Sale of publications, etc		10,100.00
		$33,380.00

[1]In adopting the budget it was voted that salaries be fixed at the following monthly rate for the first six months of 1920, with the understanding that this monthly rate be continued, if a supplementary budget provides the necessary funds:

Secretary	$400
Assistant Secretary	200
General Assistant	150

Your committee is prepared to approve appropriations, in accordance with this budget, of the sum of $18,780 to the general expenses of the Association, and to the use of the Publishing Board the sum of $4,500 and the total amount received from the sale of publications, except the $2,800 agreed upon by the Publishing Board as its appropriation toward the support of the executive offices, the total for the Publishing Board being estimated at $14,600.

At the request of the chairman, Dr. C. W. Andrews has audited the accounts of the treasurer, and of the secretary as assistant treasurer. His audit finds these accounts correct and properly vouched for so far as can be determined before the receipt of the report of the trustees of the endowment fund. His final report together with a report on the audit of the accounts of the trustees, which will be made by Mr. Craver, will be given in the formal report of this committee to the Association at its annual meeting.

Dr. Andrews has also examined the accounts of the treasurer, as treasurer of the Publishing Board. He finds that the receipts as stated agree with the transfers of the assistant treasurer and with the entries of interest in the bank statements. The expenditures as stated are accounted for by properly approved vouchers and the balance shown agrees with the bank statements of December 31, 1919.

Since the Proceedings and Handbook for 1919 have not been issued, the Finance Committee recommends that the unexpended balance for the appropriation of the *Bulletin* be held to meet the expenses of publication of Proceedings and Handbook, and certain other bills in the hands of the secretary, for the payment of which no appropriation has been made.

The firm of Marwick, Mitchell, Peat and Company has made quarterly audits of the war service funds, the last period for which a complete audit is in hand being that for the three months ended September 30, 1919. The reports of the auditors found the accounts correct and all expenditures properly vouched for.

Respectfully submitted,
LINDA A. EASTMAN,
Chairman.

Appropriation to the Publishing Board

Voted, That in accordance with the report of the Finance Committee there be appropriated for the use of the A. L. A. Publishing Board the income of the Carnegie Fund, estimated at $4,500, and all proceeds from sales of publications and of review copies of books, estimated at $12,900, excepting the amount of $2,800 agreed upon by the A. L. A. Publishing Board as its appropriation toward the support of the executive offices of the Association.

Transfer of Work of War Service—Committee to Executive Board

A communication from the chairman of the War Service Committee, relative to the above subject, was laid before the Board. It was

Voted, That the Executive Board, in accordance with the wish of the War Service Committee, as expressed in the letter of the chairman, dated December 27, take over the work of the War Service Committee, accompanied by a proper audit which should contain a full and complete statement of the receipts and expenditures of all moneys from the inception of war service work until the date of the transfer, at such time as may be mutually agreed upon between the president of the A. L. A., the chairman of the War Service Committee and the general director of library war service.

National Examining Board

The Executive Board, resuming consideration of this subject from an earlier session, expressed its opinion that the appropriate time had not arrived for the appointment of an examining board, and instead, took the following action:

Voted, That the president be authorized to appoint a committee of five to consider the subjects of standardization, certification and library training, and to report on these subjects to the Executive Board and the Council at the Atlantic City meeting.

The president named as this committee:

Frank K. Walter, General Motors Corporation, Detroit, Mich. (chairman).
A. S. Root, Oberlin College Library.
Alice S. Tyler, Western Reserve University Library School.
Caroline M. Underhill, Utica Public Library. (Unable to serve.)
C. C. Williamson, New York Public Library.

Meeting adjourned.

Appendix A

(Memorial minute on Andrew Carnegie prepared by the committee appointed by the president of the Association and adopted by the Executive Board.)

The death of Andrew Carnegie on August 11, 1919, at his summer home at Lenox, Massachusetts, in his eighty-fourth year, deprives the American Library Association of one of its few honorary members, and the free public libraries of the English-speaking world of their stanchest and most munificent friend. His substantial encouragement of the establishment of libraries stands unparalleled in the history of the world. His benefactions for libraries have been on such a scale as to make him a unique figure in popular education. His support of library schools in various parts of the country has been an important contribution to professional librarianship, and a natural supplement to his great work for the encouragement and promotion of libraries.

Mr. Carnegie's extensive gifts to libraries began in the eighties and followed each other with increasing rapidity, until the number and size of his donations attracted world-wide attention. His interest continued until his death; in fact, still continues, as much of his wealth was left for the continuance of the work.

Believing, as he did, that free libraries were "cradles of democracy" and "fruits of the true American ideal," he made it the business of his later life to give the opportunity for reading to any community which manifested sufficient interest to give promise of adequate and continuous support. Before his death, some three thousand library buildings were erected, at a cost to him of over $66,000,000.

His interest in libraries was based on a keen appreciation of the educational benefits he had received personally from them, and his approval of an institution so unusually fitted to assist those compelled to educate themselves. Among the many avenues open to those who wish to benefit others, this made the strongest appeal to him, and received much the greatest share of his attention.

The principal direction to which his gifts were devoted was the erection of buildings. Believing, as he did, that a library was a necessary public utility in a modern community, he felt that the institution of this aid to education was best promoted by this direct initial contribution to those communities which already felt the need and were anxious to meet it. Once established, he felt, every community would maintain its library to the extent justified by the value of its work.

The sudden increase in library facilities occasioned by his benefactions, especially in this country, created an acute need for skilled librarians. To meet this want, Mr. Carnegie became an active benefactor of library schools, and continued to contribute to their support until his death. An additional contribution to professional librarianship was the endowment of $100,000 presented to this Association, to promote the publication of professional literature, which has made possible the production of many useful handbooks. Be it therefore

RESOLVED, That there be recorded in the minutes of the Association our deep sense of the loss of the greatest friend and benefactor of libraries in the world's history; and be it further

RESOLVED, That a copy of this minute be sent to Mrs. Carnegie and her daughter.

E. H. Anderson, Chairman.
Linda A. Eastman,
Arthur E. Bostwick,
Harrison W. Craver,
John W. Leete.